

75 Nunn Drive
Highland Heights, KY 41099
Amanda.North@nku.edu
April 15, 20XX

Dr. D. E. Harris
Superintendent
Great Local Schools
P. O. Box 675
Big River, KY 41000

Dear Dr. Harris:

I am interested in being considered for the fourth grade teaching position recently posted on the Northern Kentucky University (NKU) Career Services job posting website. I will be graduating from NKU in May with a Bachelor of Arts degree in Education and expect to have a 1-year Provisional Certificate (Primary-Grade 5).

As you will note in the enclosed resume, I completed my student teaching at Piner Elementary School in Morning View, Kentucky. In addition, I have had other work experience and been involved in various campus activities that have enabled me to further develop my teaching skills. The combination of these skills, my educational background, and my sincere interest in teaching will allow me to contribute to the ongoing success of Great Local Schools.

I will contact your office in 10-14 days to confirm receipt of the enclosed materials and would be pleased to provide any additional documentation you may require. In the meantime, I look forward to having the opportunity to further discuss my qualifications with you and hope to hear from you soon. Thank you for your consideration.

Very truly yours,

Amanda R. North

Amanda R. North

Enclosure

Teacher Candidate Cover Letter